

Approved For Release 2000/04/14 : CIA-RDP73-00027R000100060002-3
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DIARY NOTES

DD/S

31 October 1968

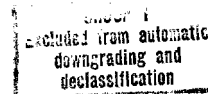
DDCI Information Requests: The DDCI called today to ask for information on the payment arrangements on behalf of [REDACTED] of TSD who is to have a year's subsidized attendance at the University of Colorado. I explained that his reduction in salary was on the basis of his being a Scientific Pay Scale employee and the extra increment in salary is payable only when the individual is actually working at the specified SPS job. This with additional information satisfied the DDCI's inquiry. The DDCI also asked about the status of his new car and I arranged to have Mr. Meloon contact [REDACTED] and supply the information as to the type of car available and the approximate date of delivery. I understand that only Fords are available this year so the choice is obviously limited.

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JAN	FEB	MAR - 1968	APR	MAY	JUNE
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LAST MONTH	1968 OCTOBER 1968	NEXT MONTH
1968 SEPTEMBER 1968	S M T W T F S	1968 NOVEMBER 1968
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22 23 24 25 26 27 28	27 28 29 30 31	17 18 19 20 21 22 23
29 30		24 25 26 27 28 29 30

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Sat. - Sun.

26-27

October

A. M.

Saturday Duty -

Flo

P. M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
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10:30	2:45
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11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

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300 Sat., Oct. 26, 1968 66 301 Sun., Oct. 27, 1968 65

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DIARY NOTES

DD/S

25 October 1968

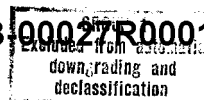
1. Idar Rimestad, Deputy Under Secretary of State for Administration: Mr. Rimestad called today and proposed that we meet for lunch on Wednesday, 30 October. He wishes to discuss a proposal concerning the exchange of State and CIA officers. He suggested 5 to 10 a year with the purpose of promoting better understanding and appreciation of the responsibilities of CIA and State. I mentioned this at the Executive Committee Meeting on 28 October and advised that I would submit the proposal after conversing with Rimestad.

2. CIA Movie: Today I met with [REDACTED] and outlined my approach to the production of the CIA movie. A memorandum outlining responsibilities and functions has been prepared and will be circulated. I have contacted John Richardson, OTR; [REDACTED], ONE; [REDACTED], DD/I; [REDACTED] DD/S&T and Jake Goodwin for their agreement to serve as the advisory committee in the production of the film. Each of the Deputies concurred in their respective representatives. (The nomination of [REDACTED] was later cancelled by Jack Smith-- [REDACTED] is the DD/I representative.)

3. Civil Service Commission Issuance on Personnel Security Investigations in the Competitive Services: This paper is being issued by CSC today and carries a chapter on the use of the polygraph in Government. So that all angles were considered I called a meeting of Security (Messrs. Osborn and [REDACTED], OGC [REDACTED] and Personnel (Wattles) to consider the implications of the paper. Everything that is set forth as a minimum standard is being performed by this Agency and has been for some time. The paper restricts itself to the competitive services and consequently we are exempt from all the provisions. A polygraph paper which is an attachment technically would call for us to clear our system and standards with the CSC but since we were cited in the release as a sensitive-type security intelligence agency we can assume that we have already been designated, recognized and approved as a sensitive agency so we will continue to use the polygraph in accordance with our system. Our system in no way conflicts with the paper. I do not see that it is necessary to submit it for formal approval with the Chairman of the CSC.

I had Howard Osborn brief [REDACTED] on Friday as to our findings on the polygraph paper. On 28 October Colonel White called after a meeting with [REDACTED] and stated as a response to any press inquiries we would simply advise that CIA is not in the competitive services but the minimum standards cited in the release are standards that we have been following for some years. I agreed with this position.

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24 October 1968

Deputies' Meeting--24 October: (a) [REDACTED] was appointed Chairman of the Committee on Career Trainees and Federal Service Program for the CIA committee. He asked for nominations from each Directorate of a Directorate representative of past and present junior professional officers and career trainee officers. [REDACTED] produced such a list which I approved and it was forwarded to [REDACTED] (b) During the discussion of the conversions to the CIA Retirement System the question of the inverse rating of personnel came up. Colonel White asked this to be put on the agenda for the next meeting which will take place in two or three weeks. Several Deputies indicated they were going ahead with such a program and I propose to review the recently recalled memorandum from the DD/S on this matter and re-issue the memo with some modifications.

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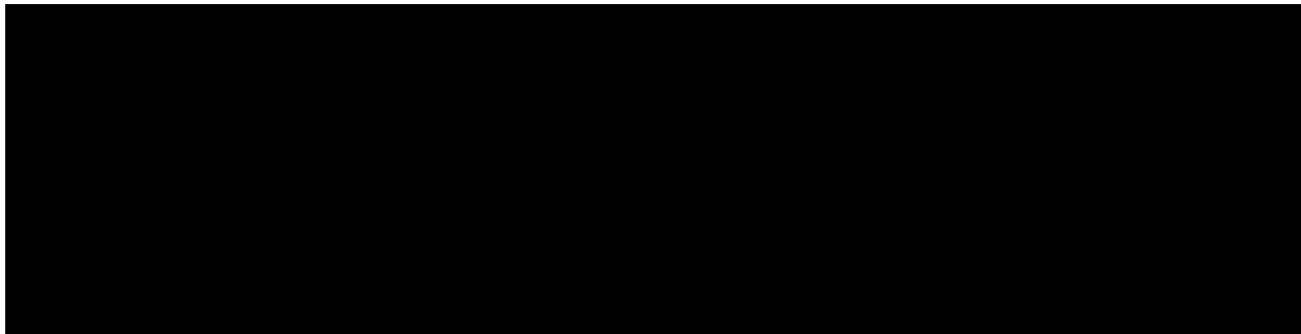
GROUP 1
excluded from automatic
downgrading and
declassification

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DIARY NOTES

DD/S

24 October 1968



2. SIPS Task Force: I met with [REDACTED]

concerning their initial planning for the merging of the SIPS staff and the Management Support Division, of OCS into a task force. We discussed the following: (a) Since the word is getting around I authorized a statement to the people involved that "Discussions are being held on a proposal to create a task force for the SIPS program and that there will be no changes of career designations, loss of jobs or any other action that would affect the welfare of the employees involved." (b) A general discussion of the task force arrangement and the melding of the component functions. (c) The assignment of [REDACTED] to develop space planning for the co-location of the task force at Headquarters Building. I specified that I wanted a complete physical integration of the task force. (d) Reviewing the current status of personnel assigned to these two units for merging purposes. (e) Proposal to redefine the goals of the SIPS program, establish a schedule for accomplishment of these goals and describe the scope of the program. I indicated approval of this approach and asked [REDACTED] to move forward as quickly as possible.

3. Meeting with Dr. Tietjen: Today Dr. Tietjen met with [REDACTED]

and the DD/S to review actions being taken on the IG inspection of the Office of Medical Services. [REDACTED] will submit a brief of this conversation. Dr. Tietjen reported excellent progress on all recommendations.

In response to my previous question of who should be Deputy Director of Medical Services Dr. Tietjen advised that [REDACTED] would be

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DIARY NOTES

DD/S

23 October 1968

Review of Procedures to Maintain High Level Quality of Personnel:

Today I signed a memorandum to all DD/S Office Heads on the inverse rating of personnel. After discussing this at the noon meeting and realizing that certain other actions had not been completed I asked for the recall of this memo. I may do a redraft. At the same time this subject came up at the Deputies' Meeting on 24 October 1968 for a further discussion and it will be on the agenda for another meeting in two or three weeks.

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Excluded from automatic
downgrading and
declassification

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DIARY NOTES

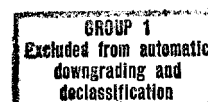
DD/S

22 October 1968

DD/S Staff Meetings: Several people indicated to me that following the DD/S Staff Meetings in which I indicate interest or action in a given subject that the responsible office may have as many as three telephone calls from the DD/S staff. This becomes very confusing to the office concerned and puts them in some difficulty in proper reporting. I indicated to the staff that henceforth we should make a greater effort to tie down responsibility to one individual for action and that perhaps I contribute to some of this confusion by not specifying action in each case. This was discussed by the staff group and while every effort is made to tie down one responsible officer some times the problem involved two or three people representing different aspects of the subject matter. We should make a continued effort to spell out the area responsibility.

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Friday

18

October

A.M.

P.M.

Physical (lab)

8:45

1:00

9:00

Excom

1:15

9:15

1:30

Physical - Part II

9:30

1:45

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9:45

2:00

10:00

2:15

10:15

2:30

10:30

2:45

10:45

3:00

OS/Alien Affairs Staff Briefing

11:00

3:15

11:15

Moot Briefing

3:30

11:30

(Staff Meeting cancelled)

3:45

11:45

4:00

25X1A

12:00

4:15

12:15

4:30

12:30

Lunch

4:45

12:45

5:00

MEMORANDA

MAQ - School

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Sat. - Sun.

19-20

October

25X1A.M.

Saturday Duty -

Nina

P.M.

8:45

1:00

9:00

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9:30

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MEMORANDA

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DIARY NOTES

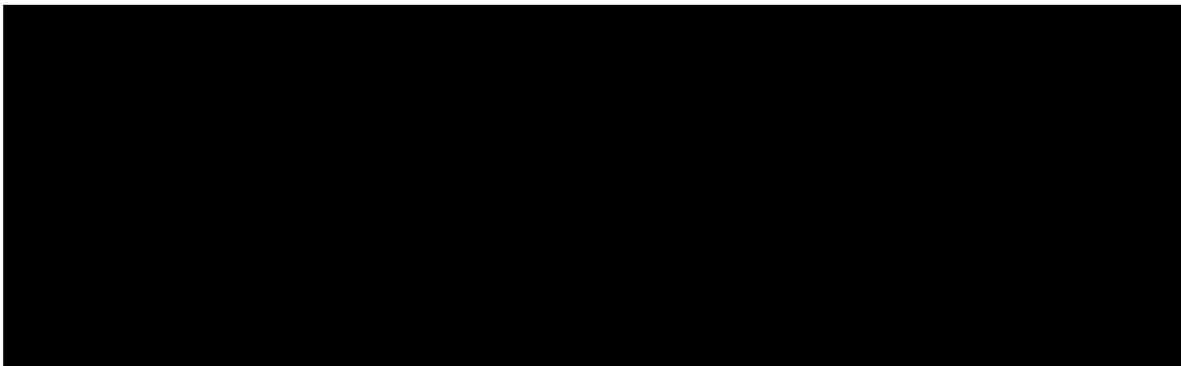
DD/S

18 October 1968

1. Robert Moot, Comptroller, Department of Defense: Mr. Moot was briefed today on Agency activities by representatives from each Directorate. I spoke to him on Support arrangements for about 20 to 25 minutes. I outlined the various agreements and financial arrangements between CIA and DoD indicating the two-way operations. His questions were good and he appreciated the substance of this briefing.

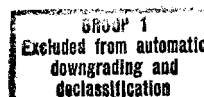
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Sat. - Sun. **12-13** October

A. M.	Saturday Duty -	P. M.
8:45		1:00 25X1A
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9:15		1:30
9:30		1:45
9:45		2:00
10:00		2:15
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MEMORANDA

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LAST MONTH	1968 OCTOBER 1968	NEXT MONTH
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22 23 24 25 26 27 28	20 21 22 23 24 25 26	17 18 19 20 21 22 23
29 30	27 28 29 30 31	24 25 26 27 28 29 30

Wednesday

16

October

A.M.

P.M.

8:45	1:00
9:00 <i>Ex Com</i>	1:15
9:15	1:30 <i>Mr. Taylor Com. Sec.</i>
9:30	1:45 <i>DDST</i>
9:45	2:00
10:00	2:15
10:15	2:30
10:30 <i>Mr. Richardson</i>	2:45
10:45	3:00
11:00	3:15
11:15	3:30 <i>25X1A</i>
11:30 <i>Staff w/ Richardson</i>	3:45 <i>25X1A</i>
11:45	4:00 <i>LV For For Support</i>
12:00	4:15 <i>Review Course</i>
12:15	4:30 <i>Trends + Highlights</i>
12:30	4:45
12:45	5:00

MEMORANDA

MAA - School

Call Sally - HLB

Call Tietjen Re Trip

Leaving At 4:00

25X1A



Attached is the log for 12/13
October 1968 and the Duty Book.

SIGNED R. L. Bannerman

R. L. Bannerman

DD/S:RLB:maq

Distribution:

Orig - Adse w/Log and Book

- 1 - DD/S Subject w/ccy Log (Diary Notes File)
- 1 - DD/S Duty Officer File w/ccy Log

DCI Duty Officer Log
12 October 1968

R. L. Bannerman
Deputy Director for Support

0830 Reported to Director's Office; activated telephones; checked
 in with Operations Center.

0900 Operations Center advised that DDCI will not be in the office
 today; Director is expected at 1000.

1000 Director arrived; gave him all traffic including following
 NO DIS cables:

25X1A

1315 Checked out with Operations Center; secured office and switched
 telephones.

13 October 1968

0930 Reported to Director's office; checked in with Operations Center;
 activated telephones.

NO DIS: State 254615 (copy 7), dtd 13 Oct 68--attached--info only.

1230 Secured office; switched phones; checked out with Operations Center.

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DIARY NOTES

DD/S

9 October 1968

1. Director's Luncheon--9 October: I had lunch today with the Director and the Executive Director. Among the topics covered were:

a. TVA Investment and Retirement Funding: Both Colonel White and I briefed the Director in broad outline on what we knew about the TVA Employee Investment Program. The Director was intrigued and thought it was a wonderful idea. We will serve up the necessary papers for a proposal of such a program as soon as [REDACTED] has had a chance to complete his report.

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b. Future Director of Training: I mentioned that I had discussed this matter with [REDACTED] and I reported the substance of my conversation as is contained in my Diary Note of 30 September 1968. I further indicated that I would in effect require any Director of Training to be responsive to management problems in his area and from [REDACTED]'s position on management/administration I did not see how this would work out. The Director concurred and asked me to serve up a recommendation as a successor to John Richardson. The Director posed the name of [REDACTED] who may be returning from [REDACTED] in about a year. I mentioned the name of John Clarke as a possibility but this was immediately frowned upon. The door is open for our consideration and recommendation to the Director.

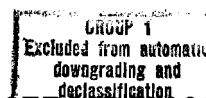
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DIARY NOTES

DD/S

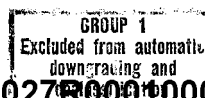
8 October 1968

Employee Board: The Executive Director called and asked the status of the Employee Board. I advised that I had briefed this group who were in the process of developing the policy and criteria for the Board's operation. I was disappointed by the Board membership and its inability to grasp the nature of the problem that we were discussing. I think this is simply inexperience on their part in this particular field. I accordingly asked [REDACTED] to draft on a priority basis the policy and procedures for the Board's operation and obtain the concurrence of the remainder of the Committee. On this premise I think we will meet our deadlines.

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*gno*DIARY NOTESDD/S8 October 1968

CIA Movie: At the Executive Committee Meeting today the Director inquired about the status of the CIA movie. I explained that we had held up production pending completion of the ONE movie but had not actually resumed operations. I pointed out also that we had approached this on a committee basis and we were unable to come to agreement on the substance of the movie as we had as many opinions as people who were present at the meeting. The Director advised that movies are not produced by committees and he wanted me to set up a small unit to produce such a movie. I promised to get to this right away. Since then I have talked to a number of people with a view to setting up a small task group for this purpose. My thoughts at this moment are to head the group with a staff officer who will organize the entire show and to whom will be given considerable authority to make decisions in the course of the movie. I will set up a four-man review group advisory to the responsible officer for their opinion on the substance and format of the movie. I propose to engage [REDACTED] the script writer and director of the ONE movie. We will use [REDACTED] and his group from OTR to do the actual filming in the same manner as was done with the ONE movie. I have arranged through [REDACTED] for the availability of [REDACTED] to serve on the four-man advisory committee as [REDACTED] was the principal officer in production of the ONE movie. I have not as yet settled on the other members of this advisory group but would welcome suggestions. Possible candidates for this committee could be [REDACTED] Jake Goodwin, [REDACTED]. The DD/P function will not be included in the movie except by implication.

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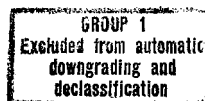
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LAST MONTH	1968 OCTOBER 1968	NEXT MONTH
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Sat. - Sun.

5-6

October

A.M.

Saturday Duty -

Ellen

P.M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
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10:45	3:00
11:00	3:15
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11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

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279 Sat., Oct. 5, 1968 87 280 Sun., Oct. 6, 1968 86

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DIARY NOTES

DD/S

4 October 1968

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1. Arlington Towers and Broyhill Buildings: GSA had requested our position on continued tenancy at the Arlington Towers Building. Since I had passed this problem, along with that of Broyhill, to the Real Estate Task Force I asked [REDACTED] to give me a preliminary Report. [REDACTED] gave me a briefing on their ideas which represented in effect movement of the present OTR staff out of Broyhill to a new location and moving Arlington Towers Language School and a number of other translating units scattered around town to the Broyhill Building. This would give us a concentrated reservoir of language and translation capability. Since the backup information was not in organized form I asked [REDACTED] to make this available to Logistics so they could statistically put this together and give me an oral briefing some time this coming week. At this point the wheels came off the wagon and considerable confusion resulted as to who was to do what to whom and when. I finally straightened it out by saying "do nothing" until the real estate team returns from its [REDACTED] survey. It is too late on Friday to struggle any more with this problem!

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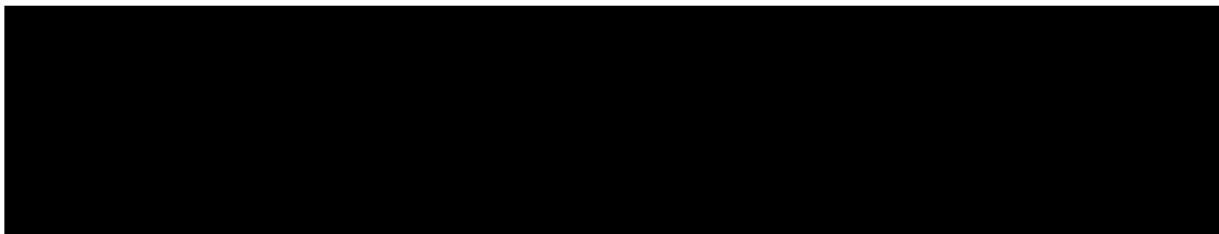
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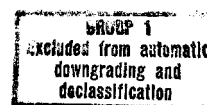
2. DD/S Awards Ceremony: I asked the Executive Director if he would be our guest at the DD/S Awards Ceremony on 10 October at 10 a.m. for 480 people. He was pleased to accept.

3. Agency Film: The Executive Director asked the status of the Agency film. I advised that we had deferred it to the ONE film and that our group had been unable to come to an agreement on the scenario. I advised I would pull this up and get moving on it again. The Director continues to be interested in producing such a film.

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